



RE-POST

Opening Date:	April 17, 2009	Closing Date:	May 8, 2009
Job Title:	Senior Technical Specialist	Position Type:	Regular Full Time
PIN:	079012	FLSA Status:	Exempt
Location:	District Court Headquarters - Operations Annapolis, Maryland	Grade/Entry Salary:	T13 \$60,754 - \$72,915 (Depending on Qualifications)

Financial Disclosure: Yes

Regular State employees subject to promotion/demotion policy

Essential Functions: The District Court of Maryland, headquartered in Annapolis, is seeking a Senior Technical Business Specialist responsible for supporting the IT needs of the District Court. The successful candidate will serve as a member of a project team performing requirement analysis, architectural planning and implementation strategies for IT infrastructure products and services. Responsibilities include the creation and maintenance of business and technical documentation as well as assisting with project management duties. Duties will also include coordinating project definition, facilitating feature/function prioritization, defining requirements with internal and external customers, assuring development efforts are aligned with business expectations and ensuring solutions are effectively integrated within the organization's environment.

Education: Bachelor's Degree in an IT related field from an accredited college or university.

Experience: Three years of IT related work experience.

Preferred: Master's Degree in IT related field. Two years of system analysis and technical training experience. Microsoft Project experience.

Skills/Abilities: Knowledge and experience of Windows and Windows based programs to include proficiency in Microsoft Office Suite. Experience in standard project management techniques, including deliverable definition, work effort forecasting, risk and issue identification management and escalation. A strong background with requirements gathering and documentation. Ability to exercise good judgement and must possess excellent written and verbal communication, presentation, organizational and interpersonal skills. Ability to perform all essential functions of the position.

Please submit a Maryland Judiciary employment application (unsigned applications will not be accepted) or resume and cover letter stating position title and PIN number. Materials must be received at the address below by 5:00 p.m. on the closing date. The Human Resources Department does not accept faxes and will not be responsible for applications or resumes sent to any other address.

Maryland Judiciary
Human Resources Department
580 Taylor Ave., Bldg. A-1
Annapolis, MD 21401
Email: jobs@mdcourts.gov (Zip files not accepted)

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. The candidate selected for this position will be subject to a background check. Employees must be United States citizens or eligible to work in the United States.